

## **GENERAL MEMBERSHIP MEETING MINUTES**

**Department of Health  
Port Plaza East, Tumwater**

**May 11, 2005  
9:00 a.m. – 3:00 p.m.**

**WELCOME AND INTRODUCTION OF NEW MEMBERS:** Governor's Office, Lillian Austin; Department of General Administration (Spokane); Julia Ojard, Washington Utilities and Transportation Commission; Stacy Vessy, Interagency Committee on Outdoor Recreation.

**UPDATE FROM GOVERNOR'S MEETING:** Vicki, Dianna and Misty met with the Governor. They discussed the theme for the ICSEW 2006 Conference. The group got on the topic of leadership. Leadership isn't a title, it's people getting others to follow. They met the Governor's Policy Advisor, Peter Bogdanoff. They discussed changing the Executive Order (updating the direction of the committee) and the Governor was agreeable. Among the items discussed was the 25 employee requirement per agency, large agencies that have representatives that don't come to the meeting. Because of the demands of the legislative session, any alteration to the existing order would be delayed. Melissa will work with Governor's Office to update the Executive Order. Someone from the Governor's Office will be selected to give updates beginning in September.

### **COMMITTEE REPORTS:**

**Health and Wellness (Jan Olmstead):** We are excited about tomorrow's Women's Health Day Event. The committee has done an outstanding job in working together to bring things to this point. Now it is matter of being there to support the day's activities. The Women's Health Day is tomorrow, where we will focus on the Journey of our Lives and women's health and wellness issues. It is to bring awareness of key health issues for women and families to the forefront. The committee, plus a couple of other ICSEW members and representatives from other health care agencies have formed a great team to coordinate the Washington State Women's Health Day event. They have done an incredible job in a short period of time.

The Governor issued a proclamation for Women's Health Day as May 11<sup>th</sup> and Women Health Week at May 8-14. The committee had ceremonial time with the Governor last week and had their pictures taken to memorialize the signing. We have registered with the national office of Women's Health and have out event on their website, as well as on the ICSEW Health and Wellness website. Marilyn Hanna and Lonnie Peterson have been extremely helpful through this process.

The speakers for the event include: Senator Thibaudeau, Washington State Senator for the 43 District; Nadja Galadram, from Let's Grow Soil Lab Action Research and Training; Patty Hayes, Deputy Secretary of the DOH; Connie McCloud (Cedar Moon Woman), Cultural Coordinator for the Puyallup Tribal Health Authority; Richard Degarmo, Compound Pharmacist; and Harry Bowron, Tai Chi instructor.

Our vendor topics range from sex education, early childhood information to elder issues; through the Journey of Our Lives. We look forward to the day and hope to see you all there.

**Treasurer (Sandy Robertson):** No report. Sandy has accepted a new position and will no longer be on the committee.

**Communications (Lonnie Peterson):** Since the last meeting in March, the Communications Committee has worked on the *InterAct* newsletter. We are also working with a Web Developer from OFM to help revamp the current ICSEW Web site. We will hopefully have something to unveil at the transition meeting in July.

All articles, except for one, written for the May/June issue of the *InterAct* were original articles written by ICSEW members. Any member who submits an original article will be given an ICSEW "*InterAct* Contributor" pen. Those receiving pens at this meeting are: Misty Ross for the TODSTWD article, Jan Olmstead for the "Washington State Women's Health Day Through the Journey of Our Lives" article, Kristin Partain for the "An Aunt, Two Nephews, and a War" article, Joanne McDaniel for the "Blow Your Own Horn: Design Your Own Life" article, Janet Merz for the "Agency in the Spotlight" article on the WSSB, Kindra Benavidez for the "Contemplating a Career Change?" article, and Vicki Rummig for the "Our Heart Scare" article. The Communications Committee has added another article series to the *InterAct* called "Agency in the Spotlight." If you would like to spotlight your agency or an agency of your choice, please contact me.

The Communications Committee will not be meeting today but plan to reschedule for either a conference call or a meeting outside of work hours. At that meeting, we will be coming up with ideas for the next *InterAct*. The deadline for articles for the next issue is June 22. Please fax, e-mail, or campus mail them to me. If you wish to reprint an article, please make sure you get permission to do so before sending it to me. If you are submitting photos, please make sure they are in .jpg format.

**Professional, Career and Opportunities Committee (Joanne McDaniel):** The PCOC will successfully complete its business plan goals by the end of May. Several members wrote articles for the May, 2005 *InterAct* including Kindra Benavidez ("Contemplating a Career Change?") and Joanne McDaniel ("Blow Your Own Horn, Design Your Own Life"). The PCOC, Health and Wellness, and Education Subcommittees' needs assessment was published online and distributed electronically to state employees. Over 2000 responses were received. Initial results are expected from the L&I Technical Webmaster by mid-May 2005. This information will help all three subcommittees determine their business plans for the next year(s).

**Conference Committee (Melissa Beard):** The Conference Committee is working on a contract with the Three Rivers Convention Center in the Tri-Cities. The committee is also meeting with an event planner from WSU regarding services they can provide and the costs for those services. Finally, the committee is finalizing the subcommittee structure so new volunteers will know where help is needed.

**Education Committee (Wendy Sue Wheeler):** Sandra Smith will be presenting a class in Yakima. A “Live Debt Free” class will be offered at DOT in Seattle, Sandra Smith will present a class at L&I on “How to Give Great Customer Service; Kathy Bote’ will offer a class in Vancouver. The committee received a check in the amount of \$1,250 from Kathy Bote’ and approximately \$1,400 between Sandra Smith and the Self-Defense Course. Results of the recent survey will set the direction of the Education Committee. The Committee has reviewed the results, discussed possible barriers and will deferred to the 2006 Education Committee for resolution. Some of the barriers noted were the registration process and types of training,

**Historian (Kim Starkey):** Kim has stored six boxes of ICSEW materials with OFM. The contact is Rudy Kleinhans in the Insurance Building on the 4th floor. His mail stop: 43113. Kim will be transitioning off the end of June as the ICSEW Historian so if anyone is interested in this opportunity it would be great. Julia Lynden will become the primary representative from DIS and we will be recruiting a new alternate representative.

**Membership Committee (Shirley Mott):** The results of the membership directory survey are in. The results: What type of directory—19 members voted for an **Online** directory; 3 members voted for a **Hardcopy** directory; and 10 members voted for **Either** type. When asked about the cost of ICSEW funds to be expended for a directory--11 members voted to spend under \$2,000; 9 members voted to spend under \$1,000; 5 members voted to spend under \$500; and 6 members voted to create the directory regardless of cost .

Thank you to Lonnie Peterson for reserving the room we are in for 2006. We are in this room for all future meetings in 2005 except for the transition meeting, which is at the Lacey Community Center. The transition meeting in July 12, 2005 at the Lacey Community Center and morning pastries and lunch will be served. Thank you to everyone who contributed snacks and door prizes. Please respond to Vicki’s email regarding membership status

**TOSDTWD (Misty Ross):** All members participated in the assembly of 750 goodie bags for the event to be held next week. Wendy Voss is the volunteer coordinator. Eva Coblenz is working on signs from DOP. Thanks for supporting the supplemental budget for additional funds for the event. Wendy Sue Wheeler will bring in walkie-talkies. Agency specific leave questions will be determined by each agency. Ecology’s Health and Wellness Committee picks up the cost of letting people attend the event as training. There was a sign up sheet for volunteers available. Agency staff (not just ICSEW

members) can also volunteer. Age criteria is not established for state-wide event but parents must accompany children if they plan to participate in the state-wide event at capitol campus.

**PSRA Committee (Connie Riker):** Performance pay not included in budget, but it does not prohibit agencies from giving employees money if the agency has performance management authority. Salary increases were approved with various timelines.

**Words from the Chair:** Recruitment is currently underway for board membership positions. The ICSEW Committee Chair, Historian, PCOC Committee Chair, Education Committee Chair, and Membership Committee Chair positions will become vacant as the current members roll off the ICSEW Committee. Cheryl Meyers may take over temporary Board Treasurer spot. If not, Vicki Rummig will continue out through the year.

### **Door Prizes and Break**

### **Stuffing Goodie Bags for TOSDTWD**

**New Business/Old Business:** The Education Committee reviewed the survey results and will make recommendations to the new Education Committee.

We will be meeting with the Human Rights Commission to co-sponsor a forum on July 21st at Sea Tac. Kristen Partain and Jan Olmstead will be helping. Tanya Callahan met with Vicki and brainstormed potential speakers. ICSEW will work with Becky Moore to set up arrangements and getting speakers secured.

Ann McCay receives ICSEW notices and information through her computer. Vicki distributed a copy of how Ann's computer reads what we send her. Her computer program, Jaws, reads to Ann everything that it sees. We need to make people aware of ensuring documents are readable to all. The simpler you keep the document the more accessible it is. Avoid using color unless it's the only way to tell the story. Avoid using animation and blinking characters. Vicki will make sure that the membership roster is fixed. Internet has information on creating an accessible webpage.

### **Lunch**

**Health and Wellness Activity:** Jan showed off the speaker's gift for the Women's Health Fair. Sandy Machado presented facts on breast cancer. There is still a long way to go to find a cure. Most of the funding to support breast cancer treatment and research comes from individual contributions. Historically, the government has spent less on women's health issues than men's. Sandy provided handouts on breast cancer awareness.

**Recruitment:** Two lists were sent around for corrections as were the letters to agency directors.

**Government Management Accountability and Performance (Larisa Benson, Governor's Office):** Ms. Benson posed this questions to membership: Should government be run like private business? False: Government is non-profit, DNR, Department of Printing, UTC are examples. There are different challenges; stewards of public trust have different ethical standards; must perform so that the public sees worth in being here; there is a different kind of accountability. True: The State should function like an organization; same organizational goals. Governmental/private business should have same ethics; need to be cost conscious; have same accountability as private business. Our focus is on public interest first.

What is GMAP? Information that is shared for achieving results. Why GMAP? An effort to improve public service; make informed budget and operational decisions; tell our story; build trust in government. We need to tell our story of where the money is going.

GMAP builds on what we're already doing. Agencies have been creating strategic plans and measuring performance for several years. Priorities of Government focuses budget resources on what's most important. Civil Service Reforms links individual performance to agency performance.

Showed a video of Compstat presentation of the New York City Police Department following by a question and answer session.

**Meeting Adjourned for Committee Breakout:**